

Review of Application for CETA Research Grant Guidance Document

Criteria	Key competencies - Task statements
OBJECTIVES, EXPECTED OUTCOMES & BENEFITS	<ul style="list-style-type: none"> ● Project studies something that hasn't been studied before or could be restudied with modern technology, or more accurate testing equipment and/or methodologies ● Project produces suitable content for a CETA series, Performance Review article and/or annual conference presentation ● Has a problem that needs to be solved ● Project presented in a manner that gives a solution ● Provides significant information/benefits to the controlled environment community
RESEARCH PLAN	<ul style="list-style-type: none"> ● Demonstrates that this project will be useful to the industry ● Project is described in an organized and efficient manner ● Describes the resources needed to complete the project ● Gives a hypothesis and expected outcomes ● Considers safety and ethical implications ● Considers environmental impact ● Research project does not openly target one specific manufacturer, vendor or piece of equipment where possible ● Project will be peer reviewable
AMOUNT REQUESTED	<ul style="list-style-type: none"> ● Requested amount is within the financial means of the research grant budget ● If a greater amount is needed a sponsor may be required ● If required, the contribution from the sponsor is clearly defined
SPONSORSHIP	<ul style="list-style-type: none"> ● If necessary or required by CETA, the project may obtain at least one sponsor ● The responsibilities of the sponsor are clearly defined ● The sponsor has agreed in writing to the sponsorship ● Project sponsor does not create a conflict of interest

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<p>PROJECT SCHEDULE</p>	<ul style="list-style-type: none"> ● Project’s timeline for completion is less than one year unless the research requires a greater duration for results. ● Project shows a clear and established order of operations, timeline and expected outcomes at established times. ● Project has explored potential delays ● Project schedule chart has been completed with adequate details
<p>EQUIPMENT & FACILITIES</p>	<ul style="list-style-type: none"> ● Project lists required equipment and supplies needed for the study ● Project applicant has access to a facility, supplies and equipment for the duration of the project or task schedule ● Project uses equipment that is reasonably accessible to the certifier community ● Application includes documentation from sponsor/ lease agreements
<p>SUMMARIZED BUDGET</p>	<ul style="list-style-type: none"> ● Estimated costs are explained as clearly as possible. ● Summary budget provides enough detail for adequate Grant committee review ● Budget is fiscally responsible and efficiently uses funds provided
<p>RESEARCH TEAM</p>	<ul style="list-style-type: none"> ● People performing tasks are named and their tasks are clearly defined. ● Team has support of subject matter experts ● Team members have the support of their company to be involved in project and signed CETA Research Grant Release has been submitted with application ● Team member has adequate time to commit to their tasks
<p>PRESENTATION OF FINAL RESULTS</p>	<ul style="list-style-type: none"> ● Propose method that the results will be presented to CETA BOD ● Provides a meaningful presentation of results ● Presentation of results is understandable by majority of CETA membership ● Results provide beneficial information to the CETA membership